

### **State and NIFC Competitive Sourcing Teams - Skills and Roles**

1. Program and/or Management Analyst (provide support for most efficient organization in the formal study);
2. Position Classification Specialist (interview employees, develop Performance Work Statements, ensure that position classifications are consistent, or oversee contractor performing any of these items);
3. Human Resources Specialist (labor relations - assist management with their Union consultation responsibilities);
4. Contracting Officer (issue solicitation, evaluate bids, do cost comparison, select best sources, search for four comparable contracts in streamlined...for express should do a market search, issue "sources sought announcement," or assist and oversee contract work as required);
5. In-House Cost Estimator (prepare in-house cost estimate);
6. SD or Designee (ASD, DSD) (provides management input and awareness, reviews State Team work products before final submission);
7. Client Programs Representatives (i.e., engineering, recreation, maintenance - provides overall knowledge and information about the activity to the team - functional responsibility representative);
8. Field Office representative (represents all Field Managers in the State);
9. Public Affairs representative, as needed (establishes communications plan, provides awareness); and
10. Teams should also should consult with legal advisor when necessary (Solicitor's Office - WO to provide contacts).